

This table includes minimum formal training requirements mandated by applicable regulations. The training may be web-based (course code prefix other than UIC) in NetLearning@uidaho or available as instructor-led class (course code prefix of UIC). Some courses are available in both formats, depending on your situation and number of people that need the course. Blue font indicates that the training is conducted by an entity external to the University of Idaho.

Additional training topics may be appropriate based on unique department, task, or employee needs. In all cases, Environmental Health and Safety (EHS) general training must be accompanied by job/task-specific training from the supervisor or designee. Our website provides supplementary written materials on many EHS-related topics. EHS is available to provide supervisors with assistance with determining job/task-specific training and additional training resources upon request.

| BASIC SAFETY TRAINING | | |
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| Do you receive a paycheck from the University of Idaho (regardless of whether you are a student worker or full/part time employee)? | <ul style="list-style-type: none"> • Safety Matters (ID08) • Preventing Slips, Trips and Falls (ST60) | RECOMMENDED TRAINING <i>Upon initial employment at the university</i> |
| | <ul style="list-style-type: none"> • First Aid/CPR/AED Classroom Course – EHS (UIC_73) OR • First Aid/CPR/AED Online through AHA and Skills Test through EHS (UIC_34) | RECOMMENDED TRAINING <i>Certification every two years (Facilities personnel should contact their supervisors)</i> |
| | <ul style="list-style-type: none"> • Fire Safety in the Workplace (ID22) | REQUIRED TRAINING <i>Upon initial assignment and annual refresher thereafter</i> |
| Do you drive university-owned, leased or rented vehicles? | <ul style="list-style-type: none"> • Defensive Driving Course - UI (ID27) | REQUIRED TRAINING <i>Before driving a university vehicle and refresher every five years</i> |
| | <ul style="list-style-type: none"> • Winter Driving Safety (WI09) | RECOMMENDED TRAINING |
| FIRE SAFETY | | |
| Do you intend to voluntarily use a fire extinguisher should you find yourself in a small fire situation? | <ul style="list-style-type: none"> • Fire Extinguisher Use (ID01) • Fire Extinguisher Hands-On Training (UIC_31) | RECOMMENDED TRAINING <i>Prior to attempting to use a fire extinguisher</i> |

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| Do you use, store or dispense flammable liquids? | <ul style="list-style-type: none"> • Fire Safety – Flammable Liquids (UIC_32) | RECOMMENDED TRAINING <i>Upon initial assignment and annual refresher thereafter</i> |
| INDUSTRIAL HYGIENE | | |
| Do you conduct tasks that could disturb asbestos containing materials if conducted improperly? (e.g., custodial operations, building maintenance, construction/demolition, etc.) | <ul style="list-style-type: none"> • Asbestos Awareness for New Employees (UIC_6) • Asbestos Awareness (AS09) | REQUIRED TRAINING <i>UIC_6 Upon initial assignment AS09 Annual refresher thereafter</i> |
| Are you assigned work that involves cleaning up, repairing or removing asbestos containing materials? | <ul style="list-style-type: none"> • Asbestos Training (authorized trainer external to EHS; level commensurate with assigned duties) | REQUIRED TRAINING <i>Upon initial assignment and annual refresher thereafter</i> |
| Do you conduct tasks that could disturb lead containing materials if conducted improperly? (e.g., custodial operations, building maintenance, construction/demolition, etc.) | <ul style="list-style-type: none"> • Lead Safety Awareness (LE09) | REQUIRED TRAINING <i>Upon initial assignment and annual refresher thereafter</i> |
| Are you assigned work that involves cleaning up, repairing, or removing of lead containing materials? | <ul style="list-style-type: none"> • Lead Training (authorized trainer external to EHS; level commensurate with assigned duties) | REQUIRED TRAINING <i>Upon initial assignment and refresher thereafter</i> |
| Are you at risk of exposure to human blood or other potentially infectious body fluids, human cell lines, tissues or organs? | <ul style="list-style-type: none"> • Bloodborne Pathogens for All Employees (BP64) | REQUIRED TRAINING <i>Upon initial assignment to at-risk tasks and annual refresher thereafter</i> |
| Do you work in an environment with excessive noise (exposure to noise greater than 85 dB over an 8-hour time-weighted average)? (Enrollment in HC Program requires sound level monitoring and annual audiograms) | <ul style="list-style-type: none"> • Hearing Conservation Training (HP09) | REQUIRED TRAINING <i>Upon initial assignment and annual refresher thereafter</i> |
| Are you required to use a respirator to protect against airborne contaminants? (Enrollment in RP Program requires annual medical questionnaire and fit test) | <ul style="list-style-type: none"> • Respiratory Protection For New Participants (UIC_54) • Respiratory Protection (RP09) | REQUIRED TRAINING <i>UIC_54 Upon initial assignment RP09 Annual refresher thereafter</i> |

Training Needs Assessment Tool

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| Are you assigned work that involves cleaning up, repairing, removing, or other disturbance of mold contaminated materials? | <ul style="list-style-type: none"> • Mold Awareness (UIC_47) | REQUIRED TRAINING <i>Upon initial assignment</i> |
| Are you an automotive worker? | <ul style="list-style-type: none"> • Controlling Brake Dust (DB72) | RECOMMENDED TRAINING <i>Upon initial assignment</i> |
| Do you work perform cleanup or maintenance work in outbuildings, farms or places where mouse droppings are present? | <ul style="list-style-type: none"> • Hantavirus Prevention (UIC_38) | RECOMMENDED TRAINING <i>Upon initial assignment</i> |
| LABORATORY SAFETY | | |
| Do you perform maintenance or custodial work in laboratories? | <ul style="list-style-type: none"> • Lab Safety for the Non-Lab User (UIC_483) | REQUIRED TRAINING <i>Upon initial assignment and every three years thereafter</i> |
| Do you perform work in a laboratory as an essential part of your job duties? | <ul style="list-style-type: none"> • Laboratory Safety (LS09) | REQUIRED TRAINING <i>Upon initial assignment and every three years thereafter</i> |
| CHEMICAL SAFETY | | |
| Do you ship or package for shipment any hazardous material? | <ul style="list-style-type: none"> • DOT Hazardous Materials (DT09) • DOT Security Training (DX09) | REQUIRED TRAINING <i>Upon initial assignment and every three years thereafter</i> |
| Do you handle or dispose of any universal waste lamps, batteries, mercury-containing devices, or pesticides? | <ul style="list-style-type: none"> • Universal Waste Management Workshop (UIC_186) | REQUIRED TRAINING <i>Upon initial assignment</i> (Note: the hazardous waste management workshop may substitute for this course, but this course is not a substitute for the hazardous waste management course) |
| Do you generate or manage any chemical waste? | <ul style="list-style-type: none"> • Hazardous Waste Management Workshop (UIC_87) - OR - • Hazardous Waste Management for Facilities Workshop (UIC_233) | REQUIRED TRAINING <i>Upon initial assignment and every five years thereafter</i> |

Training Needs Assessment Tool

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| Do you handle or could you be exposed to hazardous chemicals? | <ul style="list-style-type: none"> • Hazard Communication – the New GHS Standards (HC12) | <p>REQUIRED TRAINING <i>Upon initial assignment and whenever a new hazard is introduced</i></p> |
| Do you supervise any employees who handle or may be exposed to hazardous chemicals? | <ul style="list-style-type: none"> • Hazard Communication Guide for Supervisors (ID24) | <p>REQUIRED TRAINING <i>Upon initial assignment for creating a unit-specific Hazard Communication Plan</i></p> |
| OCCUPATIONAL SAFETY | | |
| Do you use machinery or equipment that is energized by something other than a standard cord and plug (i.e., “affected user”)? | <ul style="list-style-type: none"> • Lockout/Tagout Training (LT09) | <p>REQUIRED TRAINING <i>Refresher every two years</i></p> |
| Do you repair, inspect, adjust, install, service, or clean machinery or equipment that is energized with something other than a standard cord and plug (i.e., “authorized user”)? | <ul style="list-style-type: none"> • Lockout/Tagout – Authorized Employees (UIC_46) | <p>REQUIRED TRAINING <i>Refresher every two years</i></p> |
| Do you regularly work with, or may you be exposed to, live electrical wiring or devices? | <ul style="list-style-type: none"> • Electrical Safety (ES09) • Electrical Safety (Advanced) (UIC_26) | <p>RECOMMENDED TRAINING <i>Upon initial assignment</i></p> |
| Will you be responsible for the set up and/or personnel using fall protection systems? | <ul style="list-style-type: none"> • Fall Protection – Competent Person (UIC_29) • Fall Protection – Operations (UIC_30) | <p>REQUIRED TRAINING <i>(UIC_29) Upon initial assignment and every five years thereafter</i> <i>(UIC_30) Upon initial assignment and annual refresher thereafter</i></p> |
| Do you work in excavation? | <ul style="list-style-type: none"> • Trenching and Excavation Safety (TE09) • Trenching and Shoring Safety (Competent Person) (UIC_59) | <p>RECOMMENDED TRAINING <i>Upon initial assignment</i></p> |
| Could you encounter or enter confined spaces in the course of your work (spaces not intended for human occupancy and that have a limited means of entry/egress, such as silos, pits, vaults, tanks, etc.)? | <ul style="list-style-type: none"> • Confined Space Entry (CS09) <p><i>Additional training for those making entry:</i></p> <ul style="list-style-type: none"> • Confined Space Safety: Air Monitoring, Ventilation and Retraction (UI_488) | <p>REQUIRED TRAINING <i>Upon initial assignment and refresher every two years</i></p> |

Training Needs Assessment Tool

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| Do you use portable ladders? | <ul style="list-style-type: none"> Ladder and Scaffolding Safety (LA09) | <p>RECOMMENDED TRAINING <i>Upon initial assignment</i></p> |
| Do you work at elevated heights, other than use of ladders and/or use powered vehicles such as boom or scissor lifts? | <ul style="list-style-type: none"> Fall Protection (FF09) Hoisting and Rigging (HR09) Aerial Work Platforms (UIC_3) | <p>REQUIRED TRAINING <i>Upon initial assignment and refresher every two years</i></p> |
| Do you select/provide/use personal protective equipment (PPE) (e.g., hard hats, protective shoes, gloves, eyewear, face shields, outer garments, etc.)? | <ul style="list-style-type: none"> Personal Protective Equipment (PE09) Eye and Face Protection (EF09) | <p>REQUIRED TRAINING <i>Upon initial assignment to position requiring hazard assessment/selection/use of PPE</i></p> |
| Do you operate a forklift? | <ul style="list-style-type: none"> Forklift Safety (FS09) Forklift Safety Hands-on Training (UIC_35) | <p>REQUIRED TRAINING <i>Recertification every two years</i></p> |
| Do you have tasks that may cause injury or supervise employees with such tasks? | <ul style="list-style-type: none"> Job Hazard Analysis (ID20) | <p>RECOMMENDED TRAINING <i>Upon initial assignment</i></p> |
| Do you work with or are you potentially exposed to live electrical wiring or devices? | <ul style="list-style-type: none"> Electrical Safety (ES09) | <p>RECOMMENDED TRAINING <i>Upon initial assignment</i></p> |
| Do you operate hand and power tools? | <ul style="list-style-type: none"> Hand and Power Tool Safety (HT09) | <p>RECOMMENDED TRAINING <i>Upon initial assignment</i></p> |
| Do you repeatedly lift objects? | <ul style="list-style-type: none"> Back Safety (BS09) Back Injury Prevention for Supervisors (UIC_11) | <p>RECOMMENDED TRAINING <i>Upon initial assignment</i></p> |
| Do you charge larger types of batteries (e.g., floor buffers, automotive, etc.)? | <ul style="list-style-type: none"> Battery Charging Safety (UIC_14) | <p>RECOMMENDED TRAINING <i>Upon initial assignment</i></p> |
| Do you operate power machinery or tools (e.g., drills, saws, grinders, etc.)? | <ul style="list-style-type: none"> Machine Guarding (MG09) | <p>RECOMMENDED TRAINING <i>Upon initial assignment</i></p> |
| Do you fabricate or weld? | <ul style="list-style-type: none"> Welding Cutting and Brazing Safety (WC09) | <p>RECOMMENDED TRAINING <i>Upon initial assignment</i></p> |
| Do you work in an office? | <ul style="list-style-type: none"> Office Safety (OF09) | <p>RECOMMENDED TRAINING <i>Upon initial assignment</i></p> |

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| Do you supervise office staff? | <ul style="list-style-type: none"> Ergonomics for Supervisors (EV09) | RECOMMENDED TRAINING <i>Upon initial assignment</i> |
| Do you work outdoors? | <ul style="list-style-type: none"> Working in Extreme Temperatures (ET09) Working Outdoors in Warm Weather (WO11) | RECOMMENDED TRAINING <i>Upon initial assignment</i> |
| Do you work in landscaping? | <ul style="list-style-type: none"> Landscape Safety (LL01) | RECOMMENDED TRAINING <i>Upon initial assignment</i> |
| ENVIRONMENTAL PROTECTION | | |
| Do you have responsibilities related to storage of fuels/oils? | <ul style="list-style-type: none"> SPCC (Spill Prevention Control and Countermeasures) Training – Oil Pollution Prevention (ID25) | REQUIRED TRAINING <i>Upon initial assignment and annual refresher thereafter</i> |
| Do you operate boilers, generators, incinerators, or work at the steam plant? <i>(select personnel only, please check with your supervisor)</i> | <ul style="list-style-type: none"> EPA Method 9 (authorized trainer external to EHS) | REQUIRED TRAINING (for specific job duties in these locations) <i>Upon initial assignment and field certification renewal every 6 months</i> |
| RADIATION SAFETY | | |
| Do you work with radioactive materials or X-ray producing devices or need access to a restricted radiation area? | <ul style="list-style-type: none"> Radiation Safety Orientation (ID10) | REQUIRED TRAINING <i>Upon initial assignment</i> |
| Do you work with X-ray producing devices? | <ul style="list-style-type: none"> Radiation Safety X-Ray Seminar (UIC_51) | REQUIRED TRAINING <i>Upon initial assignment</i> |
| Do you work with radioactive materials in sealed or non-sealed form? | <ul style="list-style-type: none"> Radiation Safety Course – 5 Hour (UIC_64) Radioactive Materials Transportation (UIC_52) | <i>Required with RSO approval only</i> |